Percent stacked
> Shows the relative percentage of each data value with regard to the total of its category. The main focus is the relative contribution of each value to the category total.

Additional options for creating column charts are:

3D Look
> When this box is checked, two options become available in the drop-down list:
> - **Realistic** – tries to give the best 3D look.
> - **Simple** – tries to mimic the chart view of other products.
>
> When you check the **3D Look** box, a fourth chart variant becomes available called **Deep**. This shows the data values of each category lined up, one behind the other.

Shape
> Gives options for the shape of the columns in 3D charts. The choices are: **Bar**, **Cylinder**, **Cone**, and **Pyramid**.

Bar charts

A bar chart is like a column chart that has been shifted 90 degrees. It shows horizontal bars rather than vertical columns. In contrast to some other chart types, the Y axis is horizontal and the X axis is vertical. The Chart Type dialog for a bar chart is essentially the same as for a column chart, which was described above, with the previews modified to show horizontal bars.

Bar charts can have an immediate visual impact when time is not an important factor — for example, when comparing the popularity of a few products in a marketplace. They may be preferred to column charts when the category names are long or there are a significant number of categories.

In the examples in Figure 130 below:

- To make the first chart, after using the Chart Wizard enter the edit mode and go to **Insert > Grids**, deselect **Y axis**, and choose **Insert > Mean Value Lines.** Right-click each mean value line and select **Format Mean Value Line** to increase the width of the lines. Create rectangles from the Drawing toolbar to cover the mean value line entries in the legend. Make them white by right-clicking and selecting **Line** and then **Area**.

- The second chart is a 3D chart created with a simple border and cylinder shape. The chart area is rotated (described under "Rotation and perspective" on page 141).

- The third chart eliminates the legend by using labels with the names of the companies on the Y axis. Whereas the first two charts treat the data as separate data series, this chart treats the data as one data series in order to have category labels for the X axis. Rather than colors, a colored hatch pattern is used for the bars.
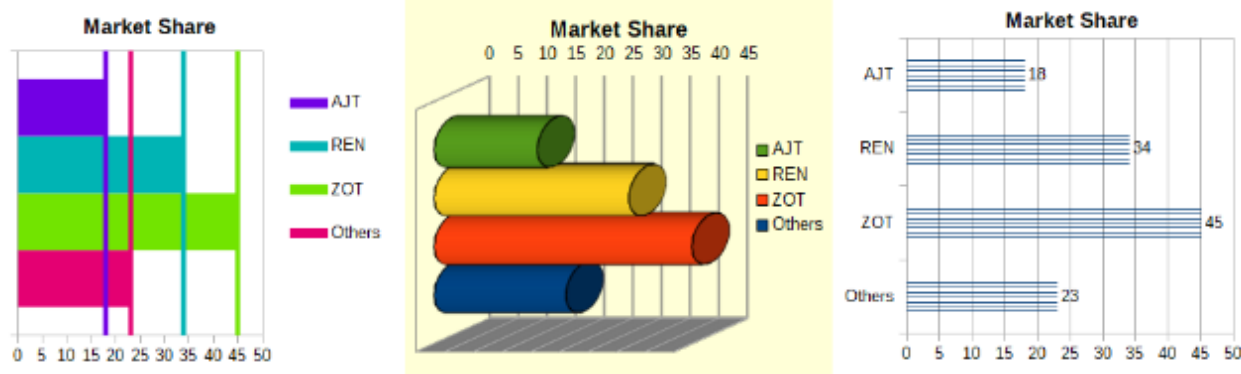

Figure 130: Bar chart examples